

CHARTER TOWNSHIP OF DELTA
Public Meeting Room B
Delta Township Administration Building
7710 West Saginaw Highway
Lansing MI 48917

**TOWNSHIP BOARD COMMITTEE OF THE WHOLE MINUTES FOR
MONDAY, JANUARY 9, 2012**

I. CALL TO ORDER

Supervisor Fletcher called the meeting to order at 6:00 p.m.

II. ROLL CALL

Members Present: Supervisor Ken Fletcher, Clerk Mary Clark, Treasurer Howard Pizzo, and Trustees Jan Cunningham, Trustee Barb Poma, and Cara Spagnuolo

Members Absent: Trustee Hicks

Others Present: Township Manager Richard Watkins, Parks and Recreation Director Richard Benkert, Human Resource Director Linda Wells, and Assistant to the Manager Jenny Wohlfert.

TRUSTEE CUNNINGHAM MOVED TO EXCUSE TRUSTEE HICKS FROM THIS EVENING'S MEETING. TRUSTEE POMA SUPPORTED THE MOTION. MOTION CARRIED 6-0.

III. SET/ADJUST AGENDA

TRUSTEE CUNNINGHAM MOVED THAT THE AGENDA BE ACCEPTED AS PRESENTED. TRUSTEE SPAGNUOLO SUPPORTED THE MOTION. MOTION CARRIED 6-0.

IV. PUBLIC COMMENT

Blake Mulder, County Commissioner, said due to redistricting, his jurisdiction now consisted of the northwest corner of Delta Township. Mr. Mulder noted that he grew up in Delta Township and was the owner of the A & W restaurants located in Delta and the City of Grand Ledge. Mr. Mulder indicated that he was the chairman of the Ways & Means Committee at the County level; he served on the Eaton/Barry Health Department Board, as well as the Tri-County Office on Aging.

V. COMMUNICATIONS

1. Eaton County Transportation Authority
 - a. November 9, 2011 Minutes

VI. PRESENTATIONS – None

VII. MANAGER'S REPORT

Township Manager reported on the following:

- There were three recent armed robberies that occurred in the Township, as well as a recent purse theft at Meijer.
- Bob Trezise from LEAP was scheduled to speak at the Board's February 15th Committee of the Whole meeting.
- The Chambers annual dinner would be held February 22nd.
- Looking Glass Fire Authority (LGFA) met last week and unanimously approved the agreement with Delta. The agreement would now be presented to the other two townships next week for their review.

Treasurer Pizzo brought up concerns he had with the potential for racial profiling when reporting crimes within the Township.

VIII. DEPARTMENT REPORT – None

IX. ITEMS OF DISCUSSION

1. Proposed Eaton County Parks Millage – Dick Benkert

Parks & Recreation Director Dick Benkert noted that the County's Parks Millage request was for a .5 mill. The proposal would generate approximately \$1.648 million County wide and \$629,500, or 38.2%, of that total would come to Delta. Mr. Benkert said the County had proposed to allocate \$600,000 for the operations of the County's Parks & Recreation Department, \$400,000 would be allocated to the 27 local municipalities, and \$600,000 would be allocated towards the County's capital improvements program. He noted that of the \$400,000 that would be allocated to the local municipalities, \$125,500 would come to Delta. Mr. Benkert noted that the allocations to the local municipalities would be limited to capital improvements and renovation projects and not for operational expenses. He noted that this issue was discussed at Delta's Parks & Recreation Commission meeting last week where the Commission felt that if Delta wanted to benefit from the proposal, they would support the proposal with a few modifications. The Parks Commission felt the proportion of the funding

going to local municipalities was too low compared to the funding set aside for the County's capital reserve and that the Commission suggested that local allocation be set at \$600,000 and the County's capital reserve allocation be \$400,000. Mr. Benkert noted that County Parks Director Greenslit had indicated that if there were funds that were not requested for the local municipality's portion, those funds would go into the County's capital reserve. He noted that the Parks & Recreation Commission felt that if that was going to be done, rather than those funds going to the County's capital reserve, the funds should be reallocated to the local municipalities who had requested funding.

Mr. Benkert noted that the Parks Commission didn't want to see Delta get into a situation where the application process was similar to the State and Federal grant application process and it was felt that the process in which to allocate funds from the County be simplified as much as possible. He indicated that Mr. Greenslit had stated that the County would not have "veto" power over projects, but rather local municipalities would have discretion over their own projects they wanted to fund. Mr. Benkert said at the present time, the County didn't have a public park in Delta and over the years, there hasn't been any kind of action to establish a County park. He indicated that the most updated plan for the County contained a statement that they wanted to work with Delta in establishing Anderson Park as a County park rather than a Township park. Mr. Benkert felt that if there was going to be this type of funding and support from Delta, it should become a priority.

Mr. Benkert noted that Delta had a capital improvements program that identified numerous projects that the Parks Commission would consider funding with monies from the proposed millage. He noted that the Commission would also be looking at encouraging the development of the Mt. Hope property and Lootens Park if funding became available. It was noted that the Commission would also like to work with the County in establishing a County park within the Township. He noted that the Commission questioned whether consideration should be given to requesting that the millage be a quarter of a mill and keeping the funds rather than allocating funding to the various local municipalities thus providing the County with a stable source of funding. Mr. Benkert noted that the Commission felt the Township should try to work with the County in arriving at something Delta could support.

Clerk Clark didn't feel there should be any application process due to the fact that Delta residents were contributing a significant amount.

Mr. Benkert agreed with Ms. Clark. He felt Delta should support the millage, but he felt the Township needed to ensure that they received some benefits from the millage proposal.

Supervisor Fletcher pointed out that the Board didn't have to make a decision one way or the other, but rather he wanted the Board to take a look at the proposal and how the Township would be affected.

It was noted that there were currently several different millage proposals that would be on November's ballot.

2. Employee Manual

This item addressed combining the two employee manuals into one due to the change in health care benefits. Proposed changes to the manuals were reviewed by the Board at a previous meeting.

Mr. Watkins pointed out that there were still a few differences between employees hired after May 1 of 2005. He noted that those differences had been outlined in the combined manual. He noted that the new manual also updated health care benefits that were instituted for this year.

Clerk Clark questioned Page 4 of the manual regarding the Township's smoking policy within the Administration Building and Township vehicles, but yet smoking was allowed on Township grounds. She didn't feel this was in keeping with the Township's healthy life style changes made to employee's health insurance.

This matter has been discussed by the Township's Wellness Committee.

Treasurer Pizzo didn't feel that Chapter 6, (B) of the manual which addressed gratuities from customers and clients was consistent with the Township's Ethics Policy. He noted that the Ethics Policy prohibited the acceptance of gifts with the exception for meals and entertainment of \$100.

It was noted that the Ethics Policy dealt with this issue in a different manner and that the inconsistencies would be addressed to make the two policies consistent.

Trustee Poma stated that she would like the word "may" changed to "will" on Page 9 under "Vacancies" where it addressed the posting of vacant positions and that the word "if" be changed to the word "when" where it addressed a notice of posting of such job vacancy. She would like the last sentence removed as well.

General discussion ensued between Board members on this matter and it was determined that a time frame should be inserted into the language as to when a job posting needed to be reposted when not hiring within a pool of applicants that had already been received within the Manager's office.

Treasurer Pizzo stated that in regards to longevity, he felt this was being very generous and just seemed excessive. He said as a governmental office, he didn't feel the Township should be paying for the employee's coffee. He felt the internet policy was well worded, but he wasn't sure how the training was done in terms of supervisors and employees. It was a very embarrassing situation when an employee gets caught using the system inappropriately. He felt all employees, not just supervisors; need to be aware of the embarrassment that would come from the misuse of government property and the illegal use was something that we all needed to be careful of.

Linda Wells, Human Resource Director, noted that employees would be trained on not only internet use, but on record retention as well. It was also noted that this subject was touched on during the employee's ethics training.

The revised draft of the employee manual would be brought back to the Board at a future meeting.

3. Policy on Board Committees

Input was received from department heads regarding the reimplementation of committees. Department heads were concerned about time constraints and the possible repetition of information at the Board's Committee of the Whole meetings.

Supervisor Fletcher felt part of the issue may be that the Board's Committee of the Whole meetings should focus more on discussing upcoming issues and projects versus presentations. It was also suggested that committee's could be established to meet quarterly or when a key issue needed to be addressed. It was felt that more in depth discussion at the committee level would be beneficial for Board members.

4. 50th Anniversary of Delta Charter Township

The Board discussed ways the Township could commemorate the 50th Anniversary of Delta Township.

Treasurer Pizzo inquired how EATRAN's study identified how their plan would benefit the Township.

Mr. Watkins noted that EATRAN was attempting to incorporate routes with existing busses. He noted that EATRAN and CATA were in discussions at the present time and once their plans had been revealed, he would be able to provide the Board with more details. There were existing corridors that people used and that EATRAN was attempting to incorporate those corridors into routes in order to become as efficient as possible with the funds that were available.

Trustee Cunningham questioned if the lack of EDC's contribution to the Delta Side Business Expo would have negative effects. She felt this showed a lack of support for Delta's businesses and asked the Manager's Office to keep the Board apprised of this matter.

It was noted that the EDC didn't feel their previous contributions focused on bringing business to Delta. There was also the issue of Delta's Business Side making a profit and the profits going to scholarships rather than EDC monies going to support the event.

X. ADJOURNMENT

Supervisor Fletcher adjourned the meeting at 7:35 p.m.

CHARTER TOWNSHIP OF DELTA

MARY R. CLARK, TOWNSHIP CLERK

KENNETH FLETCHER, TOWNSHIP SUPERVISOR